



STATEMENT OF WORK

for

**Renovation of hall No. 405 and rooms Nos. 401, 403, 404, 404A, 404B,
404C on the 4th floor of the Consulate building**

U.S. Consulate General

15 ul. Gogolya

Yekaterinburg 620151, Russian Federation

August 27, 2015

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PART 1 – PROJECT REQUIREMENTS

1.1 Description and Scope

U.S. Consulate General Yekaterinburg requires the services of a qualified contractor to perform renovation work to upgrade hall No. 405 and rooms Nos. 401, 403, 404, 404A, 404B, 404C on the 4th floor of the Consulate building.

1.2 Project Title

Yekaterinburg Consulate Renovations

1.3 Location

The Consulate is located at 15 ul. Gogolya, 620000 Yekaterinburg, Russian Federation.

1.4 Work Locations within the Consulate Building

The following is a brief overview of the works to be performed in the rooms identified for renovation.

1. Contractor should provide drawings of the ceramic tiles laying on the floor in rooms and provide the cost calculations of the repair works.
2. The project provides for the old tile removal and laying the new ceramic tiles and edges made of the same tile, with the width equal to a half of the tile, in all the premises.
3. In Room №404 a floor cement screed with metal mesh reinforcement and Knauff floor laying should be made. After that floor ceramic tile should be laid.
4. Electric and computer cables coming down from the ceiling should be placed in plastic flexibility pipes and then in trenches in walls. The wall trenches should be puttied. If necessary, additional cables and electric lines should be laid and connected to electric power system. Two new built-in double Legrand power-sockets and two double computer Legrand sockets should be installed.

5. The door moldings overlooking the hall should be repaired. Door reveals should be repaired and the renovated moldings should be placed back on their places. Door moldings of the entrance door in Room No. 426 should be repaired and replaced.
6. Walls in all the rooms should be puttied and painted. Tikkurila Jocker paint of white color should be used.
7. The renovation project of the hall and rooms, as well as the work schedule and work order should be confirmed by the customer . The repair works should be fully performed by the Contractor.

The cost calculations for the above works are to be submitted to the Contracting Officer (CO) for approval. The schedule plan and sequence of works are to be approved by the CO.

1.5 Drawings:

- A. Drawings: The Contractor shall provide supplemental conceptual drawings required for the renovation work.
- B. CO may at any time, by written order, make changes in the drawings on renovation work within the general scope of the work. If such changes cause any increase in the contract amount or in change in the completion date, the contract must be modified in writing. No changes in the scope of performance or changes which result in cost increases shall be valid without the expressed advance written approval of the Consulate Contracting Officer.

PART 2 - DEMOLITION REQUIREMENTS

Perform a site survey with the Contracting Officer's Representative (COR) to determine work sequence and to establish access entry procedures.

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Coordinate with COR the placement of trash “open-top” containers for the use to remove trash and debris from the Consulate building and the inner yard on a daily basis.

On the demolition phase, remove walls according to the design intent and all the unused electrical conduits and water piping from the old systems.

Remove and reinstall the plumbing equipment in renovated areas.

Put down carpet runners and use plastic to cordon off area and retain dust as much as possible. Place safety barriers to keep people from walking through the work site.

All the existing ceilings and lighting to remain unless noted otherwise.

All the existing electrical and tele/data outlets to remain unless noted otherwise.

Verify the existing electrical system for capacity to handle new loads.

The electrical system is considered operational. Add existing electrical and tele/data outlets as required based upon final furniture plan.

Plumbing mains are operational and existing to remain. Identify and execute any required repairs. Assume 95% fixture and pipe replacement.

PART 3 - TECHNICAL REQUIREMENTS

3.1 Uniform Project Requirements

Not applicable

3.2 Architecture

The Contractor provides the concept drawings.

3.3 Fire Protection Design

Not applicable

3.4 Work Completion Time

The Contractor shall complete the contract work within **30** calendar days *and if necessary to organize continuous shift work.*

PART 4 - ADMINISTRATION

4.1 Contacts

The Contractor will maintain all the contacts with the US Government through the Contracting Officer's Representative (COR).

COR: Ms. Svetlana Novitskaya, tel.: +7 (343) 379 3001 (ext. 2110), cell phone: +7 917 56 95 976, e-mail: NovitskayaSV@state.gov

4.2 Personnel

The Contractor shall insure that all the personnel employed in the performance of this contract is qualified and possesses the necessary licenses required in their respective trades.

The Contractor shall provide GSO with the following information on each employee (including supervisors and drivers) who will work in the Consulate for required security office checks: full name and copy of passport.

This information must be provided before the Contractor is awarded access into the Consulate to perform any work.

4.3 Working Hours

The Contractor shall schedule all work according to the same working hours established for the Consulate. All request for after hour work shall be submitted to COR and approved by the Consulate Management Officer.

No work on site shall be commenced without the CO approval.

4.4 Inspection and Acceptance by the Consulate

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The Consulate reserves the right to inspect and test all the work under this contract at any time. If any of the work does not conform to the contract requirements and/or specifications, the Consulate may require the Contractor to perform the services again at no additional cost to the Consulate.

PART 5 – GUARANTEE

Unless otherwise stipulated herein, the Contractor shall guarantee the Contractor's workmanship of the work completed under this contract for a two year period from the date of the Consulate's acceptance of the work completion.

During the guarantee period, the Contractor shall correct and/or repair, at no cost to the Consulate any damages and/or deficiencies that may be attributed to the materials and workmanship provided by the Contractor under this contract. The Contractor shall provide all labor, materials, equipment, at their own expense, to perform the repair and/or correction. The repair and/or correction must be completed within 2 days from Notice of Damage(s).

U.S. Department of State, U.S. Consular General, Yekaterinburg, Russian Federation